



**DEPARTMENT OF PERSONNEL**

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**MEMO PERD #29/02**

September 23, 2002

TO: All Payroll Clerks  
FROM: Jeanne Greene, Director  
Department of Personnel  
SUBJECT: STANDARD DAYLIGHT TIME

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Standard Daylight Time will begin on Sunday, October 27, 2002, at 2:00 a.m. Employees who are working a shift during this time will gain an hour of work.

As explained in NAC 284.220, subsection 2:

"An employee, other than an exempt classified employee or exempt unclassified employee, who is required to work an additional hour during his scheduled shift because of a change of time to standard daylight time is entitled to receive overtime for pay or compensatory time as approved by the agency."

If you have additional questions, please contact the Department of Personnel's Central Payroll section at (775) 687-4218.

JG:cp

cc: Agency Personnel Liaisons  
Agency Personnel Representatives